



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FT MONROE
102 MCNAIR DRIVE
FORT MONROE VIRGINIA 23651-1047

REPLY TO
ATTENTION OF

IMNE-MNR-EEO

6 JUN 2007

MEMORANDUM FOR All U.S. Army Garrison Personnel, HQ Fort Monroe

SUBJECT: Fort Monroe Policy Memorandum #5, Policy for the
Prevention of Unlawful Harassment

1. REFERENCE. AR 690-600, Equal Employment Opportunity Discrimination Complaints, February 9, 2004.
2. PURPOSE. To provide guidance on the Prevention of Unlawful Harassment.
3. APPLICABILITY. This policy applies to all personnel assigned to or under the operational control of Fort Monroe in addition to applicants for employment with Fort Monroe and former employees of Fort Monroe.
4. POLICY.
 - a. Harassment is defined as any offensive conduct, which alters the conditions of the victim's employment, either by culminating in a tangible employment action or by being sufficiently severe or pervasive to create a hostile work environment. I am dedicated to assuring a safe and hostile-free work environment for all employees, contractors, and anyone affiliated with Fort Monroe.
 - b. Any and all forms of harassment based on sex, race, color, religion, national origin, age, disability, and reprisals violates the civil rights of others, is detrimental to mission accomplishment, and is contrary to all of the Army's core values.
 - c. Anyone in a supervisory position has a special responsibility to prevent and promptly correct harassment in the workforce. However, we all have a moral responsibility and must do our part in the prevention of harassment before it escalates to the level of a violation of federal law. Commanders or those

IMNE-MNR-EEO

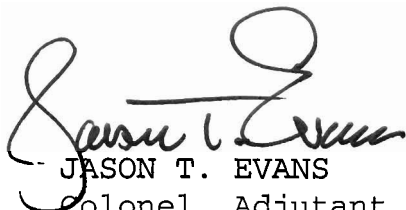
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in charge shall carry out an investigation of the matter in accordance with 10 U.S. Code, Section 1561. Together, we can prevent harassment and maintain a high level of professionalism and pride.

d. For additional information or assistance, civilians should contact the Equal Employment Opportunity Office at 788-3500 and military should contact the Equal Opportunity Advisor at 788-3363.

5. The HQ Garrison Office of Equal Employment Opportunity is the proponent for this Policy. Point of contact at the Equal Employment Opportunity office can be reached at commercial number 757-788-3500 or DSN 680-3500.

6. This policy memorandum will be permanently posted on all Headquarters Fort Monroe bulletin boards.

A handwritten signature in black ink, appearing to read "Jason T. Evans", is written over a light gray rectangular background.

JASON T. EVANS

Colonel, Adjutant General
Commanding